

***EMERGENCY MANAGEMENT ADVISORY COUNCIL  
REGULAR MEETING  
JUNE 14, 2005***

The Emergency Management Advisory Council held its regular meeting on Tuesday, June 14, 2005 at 8:00 A.M. in the Tippecanoe Room in the County Office Building. Advisory Council Members present were: Vice Chairman Nathan Miller, Mike Kyger, Dan Marvin, Garry Smith, Dave Reagan, and Commissioner Ruth E. Shedd. Others present were: County Attorney Douglas J. Masson, TEMA Director Mark Kirby, and Secretary Pauline E. Rohr. (Advisory Council Members Jimmy Kesterson, John Withers, and Councilmember Ronald L. Fruitt were absent.) Note: Councilmember Fruitt has replaced Councilmember Kevin Underwood on the Advisory Council.

Deputy Director Tim Batta was absent due to illness.

Vice Chairman Miller called the meeting to order.

***APPROVAL OF MINUTES***

- Commissioner Shedd moved to approve the minutes of the May 10, 2005 Meeting as distributed, seconded by Mr. Smith; motion carried.

***COMMUNICATIONS COMMITTEE: Dave Reagan***

Mr. Reagan reported the Committee has not met but inquired about the radio inventory. Director Kirby said they are counting the radios and think all but 2 have been located. He said TEMA received a \$50,000 grant to purchase more radios but the money must be used within two (2) weeks or returned. Some of the radios will go to law enforcement.

***DIRECTOR'S COMMENTS***

The State asked for the return of unspent 2003 grant money but TEMA has contracts for this money that has not been spent because the merchandise has not been received.

Director Kirby received a subpoena to appear for a deposition on July 12, 2005.

Two (2) of the missing portable radios were found and have been returned to TEMA. The missing laptop and digital camera were found in TEMA's ambulance that was transferred to West Point Fire Dept.

TEMA received a check from Kamp Speedway in the amount of \$4,350. This covers the amount spent from the Volunteer Fund in 2004.

The Volunteers will be working the 4-H Fair, the Taste of Tippecanoe, Battle Ground Steam & Power Show, and 4<sup>th</sup> of July celebration at Purdue. Director Kirby said he has a problem with the Volunteers working at for-profit events without compensation. He said off-duty Lafayette Police are paid for working at the Taste of Tippecanoe. He thinks the organizations should donate to the Volunteer Fund. The Battle Ground Steam and Power Show donates \$100 per night to the Volunteers.

Director Kirby suggested holding an evening TEMA Advisory Council Meeting so the Volunteers can attend. No action was taken.

Director Kirby announced that he and TEMA Secretary Brenda Melville will attend a Flood Seminar on September 13 & 14. Since September 13<sup>th</sup> is the monthly meeting date, he wondered if Advisory Council still wants to meet. He said Deputy Director Batta could fill in for the him. No decision was made. Mr. Smith commented that July is historically a tough month for a quorum.

Director Kirby plans to begin interviews soon for the Technician position that will be paid from grant money for the remainder of 2005 and all of 2006. There were 20 applicants for the position.

Mr. Miller said he thinks TEMA should adopt a policy regarding the use of TEMA's equipment at events. Director Kirby responded that he discussed this issue with the Commissioners and he thinks it is alright for other public safety officials to use TEMA's equipment (i.e. message board). Mr. Miller said if a policy is in place it will be easier to refuse a request.

### ***MISSION/GOALS: Nathan Miller***

Mr. Miller reported the Committee met three weeks ago and began a list of priorities:

- Emergency notification – sirens, phone system, TV
- Emergency co-ordination with other agencies
- Procedures for TEMA administration and the Volunteers' organization

Director Kirby reported that Marty Webb, a volunteer, has worked on a written policy for the Volunteers. He predicted that the roles of the Director, Deputy Director and Secretary will be changing in the next 6 months.

Mr. Kyger reported that the Volunteer Committee needs to be sure of TEMA's Mission and Goals so they can be sure their procedures don't conflict. They are updating the SOPs (Standard Operating Procedures), the procedure for becoming a volunteer, and policies regarding the use of TEMA's equipment by outside groups.

### **"KIT" SYSTEM**

Mr. Smith reported he met with Director Kirby regarding the "KIT" emergency phone system located in the basement of TCOB. He thinks the system is operational but reported they are trying to locate an owner's manual. If one can't be located, he said he thinks he can figure it out. In his opinion, the system needs to be utilized. Mr. Reagan said the system works locally but was meant to call only large groups such as schools, nursing homes, etc., not everyone in the County. Mr. Miller favors Lilly's KAN system that can make 20,000 calls per hour with an annual maintenance cost of approximately \$20,000.

### ***OTHER BUSINESS***

Director Kirby reported that 71 sirens are installed and were activated last Sunday, June 12<sup>th</sup>, when funnel clouds were confirmed at Wea Ridge Elementary and Middle Schools. However, there were problems with radio and TV response when they were notified the sirens had been activated because no one seemed to know what they were to do. He thinks this will be straightened out.

### ***ADJOURNMENT***

- Mr. Smith moved to adjourn, seconded by Mr. Reagan; motion carried.

The next regularly scheduled of the TEMA Advisory Council will be held at 8:00 A.M., Tuesday, July 12, 2005 in the Tippecanoe Room in the County Office Building.

Robert A. Plantenga, Auditor